

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

LEAVE BLANK	
JOB NO  NCL-286-85-1	
DATE RECEIVED 10-18-84	
NOTIFICATION TO AGENCY  In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
Date 2-20-85	Archivist of the United States <i>Robert E. Gibson</i>

TO: GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1. FROM (AGENCY OR ESTABLISHMENT)  
**Agency for International Development**

2. MAJOR SUBDIVISION

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

**Robert E. Gibson**

5. TEL EXT

**235-2113**

6. CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 6 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

**A** Request for immediate disposal.

**B** Request for disposal after a specified period of time or request for permanent retention.

C. DATE 3/12/84	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Barbara J. Selton</i>	E. TITLE <b>Agency Records Management Officer</b>
--------------------	---	--

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	The records described in this request constitute 1032 cu. ft. of material accumulated over the period 1948-1961, by the Washington offices of the various predecessor agencies of the Agency for International Development: Economic Cooperation Administration (ECA), 04/03/48 - 10/31/61; Mutual Security Agency (MSA), 11/01/51 - 07/31/61; Technical Cooperation Administration (TCA), 06/01/50 - 07/31/55; Foreign Operations Administration (FOA), 08/01/53-06/30/55; and International Cooperation Administration (ICA). - The records also include the Institute for Inter-American Affairs (IIAA) 1948 - 1950, which functioned as a operating arm of the Technical Cooperation Administration. All of the records in this request are recommended for immediate disposal based on an analysis and evaluation of their value and use to the Agency for International Development, and consideration of their possible use by the general public and other Government agencies. The records are categorized by office and by series. Included is a brief description of the records to be disposed of, the inclusive dates, the Washington National Records Center accession numbers, Agency box numbers, and the volume in cubic feet.		

115-107

Agency copy sent 2/27/85 DMM  
copy to NNF. [unclear] sent 2/27/85 DMM  
copy to NC 2/27/85 DMM

**STANDARD FORM 115**  
Revised April, 1975  
Prescribed by General Services Administration  
FPMR (41 CFR) 101-11.4

TECHNICAL COOPERATION ADMINISTRATION

- 1. Working Files 1950-1953 13 cu. ft.  
 Personal files of staffs consisting of copies of agreements, contract, cables. Some of the files were used in the preparation of reports, some files relate to the projects fo Near East and African Development Service. This material is duplicative of data in official files.  
 Acc. 54-A-559, Bxs. 33-44 and 135

INSTITUTE OF INTER-AMERICAN AFFAIRS

- 2. General Administrative Files 1942-1953 13 cu. ft.  
 Files include copies of agreements, correspondence regarding health, sanitation, housing and welfare projects in Latin American Countries; travel files, personal data and other general administrative matters.  
 Acc. 54-A-466, Bxs. 81-84  
 Acc. 55-A-296, Bxs. 151-154  
 Acc. 57-A-365, Bxs. 86-90

OFFICE OF TRANSPORTATION

- 3. Routine Administrative Files 1950-1953 32 cu. ft.  
 These files consist of routine correspondence cables, memoranda, airgrams, report, procurement documentation, shipping documents, waiver files, IBM runs showing names of vessels, port of loading, tonnage, balance of funds, etc.  
 Acc. 55-A-79, Bxs. 28-32  
 Acc. 55-A-79, Bxs. 195-202  
 Acc. 57-A-164, 41-49  
 Acc. 60-A-43, Bxs. 9-10  
 Acc. 60-A-606, Bxs. 90-92  
 Acc. 61-A-31, Bxs. 83-87

OFFICE OF CONTROLLER

- 4. Fiscal Files 1954-1958 319 cu. ft.  
 These files include routine fiscal reports, cables, airgrams, correspondence, copies of procurement authorization, currency account files, individual payment certificates including ledgers, summary reports bys country prepared from ECA field reports showing shipments, tonnage and fiscal status of procurement action, etc.  
 Acc. 54-A-34, Bxs. 41-52  
 Acc. 55-A-79, Bxs. 1-15  
 Acc. 56-A-20, Bxs. 10-14  
 Acc. 57-A-45, Bxs. 23-99  
 Acc. 57-A-365, Bxs. 168-175  
 Acc. 57-A-709, Bxs. 212-234  
 Acc. 59-A-1121, Bxs. 97-102  
 Acc. 59-A-1405, Bxs. 84-93  
 Acc. 60-A-148, Bxs. 180-190

Acc. 60-A-309, Bxs. 1-47/132-196  
Acc. 60-A-481, Bxs. 26-29  
Acc. 60-A-5011, Bxs. 251-255  
Acc. 61-A-32, Bx. 18-20  
Acc. 61-A-32, Bxs. 297-301  
Acc. 61-A-138, Bxs. 95-111  
Acc. 61-A-259, Bxs. 107-114  
Acc. 61-A-259, Bx. 239-240  
Acc. 62-A-209, Bxs. 317-318

TRAINING OFFICE

5. Training Files 1947-1960 146 cu. ft.  
Files include correspondence, cables, airgrams, participant project files, summary of training course and related papers, trainee grant files, fiscal documents project proposals, technical assistance authorizations, public health training programs records, etc.  
Acc. 55-A-296, Bxs. 100-105  
Acc. 55-A-296, Bxs. 105-115  
Acc. 56-A-70, Bxs. 8-9  
Acc. 57-A-365, Bxs. 97-127  
Acc. 57-A-365, Bxs. 162-167  
Acc. 57-A-709, Bxs. 325-331  
Acc. 57-A-164, Bxs. 155-163  
Acc. 57-A-709, Bxs. 88-123  
Acc. 57-A-709, Bxs. 301-303  
Acc. 60-A-481, Bxs. 94-100  
Acc. 61-A-32, Bxs. 154-164  
Acc. 62-A-209, Bx. 319  
Acc. 62-A-144, Bxs. 53-66  
Acc. 62-A-209, Bxs. 340-341

VARIOUS OFFICES

6. Technical Assistance Project Files  
1943-1961 38 cu. ft.  
Case files pertaining to the technical assistance program consisting of project agreements, implementation letters, evaluation reports, copies of contracts, correspondence, cables and related documents.  
Acc. 54-A-241, Bxs. 11-30/74-86  
Acc. 54-A-464, Bxs. 14-15  
Acc. 54-A-559, Bxs. 3-4  
Acc. 55-A-74, Bxs. 119-126  
Acc. 55-A-394, Bxs. 117-184  
Acc. 56-A-632, Bxs. 15-87  
Acc. 57-A-164, Bxs. 296-308  
Acc. 57-A-365, Bxs. 46-35  
Acc. 57-A-365, Bxs. 91-96  
Acc. 57-A-365, Bxs. 136-151

Acc. 59-A-105, Bx. 65  
Acc. 60-A-148, Bxs. 75-81  
Acc. 60-A-149, Bxs. 101-102  
Acc. 60-A-482, Bxs. 1-34  
Acc. 60-A-607, Bxs. 247-262  
Acc. 60-A-32, Bxs. 267-273  
Acc. 61-A-32, Bxs. 287-292  
Acc. 61-A-259, Bxs. 229-230  
Acc. 61-A-443, Bxs. 145-163  
Acc. 62-A-145, Bxs. 12-14  
Acc. 62-A-209, Bxs. 340-341  
Acc. 62-A-406, Bx. 75  
Acc. 63-A-28, Bxs. 1-20

AGENCY CENTRAL FILES

7. German Industry Dismantling Files

1948-1951, 7 cu. ft.

Individual case files on plants considered for dismantling under the German reparations program. The essential substance of these files, contained in summary reports to be retained.

Acc. 54-A-34, Bxs. 32-38

INDUSTRY DIVISION

PRIORITIES BRANCH

8. Priorities Assistance files 1951-1953 49 cu. ft.

Cables, correspondence, and processed materials pertaining to function assisting foreign countries in securing priority delivery on defense material orders placed in this country.

Acc. 54-A-241, Bx. 129-167

Acc. 57-A-709, Bxs. 193-202

OFFICE OF FAR EASTERN OPERATIONS

9. China Funds Counterpart File

1951-1952 1 cu. ft.

Expenditure authorizations and related documents.

Acc. 57-A-164, Bx. 144

OFFICE OF FAR EASTERN OPERATION

ADMINISTRATIVE OFFICE

COMMUNICATION AND RECORDS SECTION

10. Administrative Subject File 1950-1954 6 cu. ft.

Correspondence, cables, memoranda, issuance, reports, and other related general administrative documentation.

Acc. 57-A-709, Bxs. 76-81

EXECUTIVE OFFICE

11. Country File 1951-1954 4 cu. ft.

Case Files of requests submitted by the missions for procurement of non-project type items and justification

Acc. 59-A-1121, Bxs. 162-165

SPECIALIST DIVISION BRANCH

12. Cotton File 1948-1953 8 cu. ft.  
Correspondence, cables, airgrams, memoranda, copies of contracts, reports, statistical, summaries. Documentation relates to shipping, stock piling, internal trade and other general information on the cotton procurement program.  
Acc. 59-A-2458, Bxs. 266-273

OPERATING STATISTICS BRANCH

13. Invoice and Contracts Abstract File  
1951-1958 21 cu. ft.  
Consists of (ICA Form 280) Abstracts of Commodities procured under the foreign aid program.  
Acc. 60-A-43. Bxs. 11-31

OFFICE OF INDUSTRIAL RESOURCES  
PROGRAM CONTROL

14. Staff Priorities Assistance File  
1952-1955 4 cu. ft.  
Cables, memoranda, recommendation, special supply assistance requests and other related correspondence used in rating and issuing priorities for certain commodities shipped under the economic aid program.  
Acc. 60-A-148, Bx. 130-133

OFFICE OF STATISTICS AND REPORTS  
DOLLARS OPERATION STATISTICS BRANCH

15. Paid Shipment Tabulations  
1948-1959 11 cu. ft.  
IBM machine tabulations of paid shipments under the Agency's foreign aid program.  
Acc. 61-A-31, Bxs. 216-226

OFFICE OF PUBLIC HEALTH  
TECHNICAL RESOURCES DIVISION

16. Special Report File 1952-1953 2 cu. ft.  
Correspondence, cables extra copies of reports covering subject such as nursing, sanitary, engineering, medical education, health education, housing, and welfare.  
Acc. 61-A-31, Bxs. 227-228

OFFICE OF PUBLIC REPORTS  
PUBLIC HEALTH DIVISION  
LATIN AMERICAN BRANCH

17. Health Project Agreements File  
1941-1955 13 cu. ft.  
File consists of signed copies of project agreements for hospital construction, health centers, water works, surveys, technical training, etc. carried on by this division in the participating Latin American countries.  
Acc. 58-A-735, Bxs. 30-42

OFFICE OF AFRICAN AND  
EUROPEAN OPERATIONS

18. Country Allotment File  
1948-1953 2 cu. ft.  
Allotment authorizations and changes with clearances.  
Acc. 60-A-481, Bxs. 42-43